

S-E-C-R-E-T

OFFICE OF TRAINING

NOTICE  
NO. 29-60

19 December 1960

SUBJECT: Correspondence [REDACTED]

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1. In view of the fact that a new Registry system has been established [REDACTED] all memoranda sent [REDACTED] should now be in triplicate (original and two copies).

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2. All memoranda are to be directed to [REDACTED]. Requests for exceptions to this policy should be directed to the Executive Officer, OTR who will contact the [REDACTED] for approval.

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[REDACTED]  
MATTHEW BAIRD  
Director of Training

Distribution:  
OTR - Key 1-C  
Special List

This document is part of an integrated file. If separated from the file it must be subjected to individual systematic review.

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